
 <div style="text-align: center;"> STATE OF ALASKA DEPARTMENT OF TRANSPORTATION AND PUBLIC FACILITIES </div>		POLICY AND PROCEDURE NUMBER 06.01.001	PAGE 1 of 2
		EFFECTIVE DATE July 3, 2006	
Policy and Procedure			
SUBJECT Expenditure and Revenue Activity Occurring After a Project Is Closed		SUPERSEDES FMOM 04.40.030 FMOM 05.20.130	DATED September 17, 1999 September 17, 1999
CHAPTER Finance	SECTION Expenditures	APPROVED BY 	

PURPOSE

This formalizes the policy and procedure of the department on recording expenditures and revenues belonging to closed federal projects (i.e., projects on which the final billing has already been made).

POLICY

A participating¹ expenditure or revenue belonging to a closed federal project will be posted to an active federal project that has the same participating billing rate.

PROCEDURE

Unanticipated expenditure activity related to a closed federal project periodically occurs. Examples are a delayed payment claim from a third party, a questionable expenditure identified in an audit, and a refund from a third party for overcharging.

Anticipated revenue activity from right-of-way rentals and leases may continue for many years after a project is physically complete. When ongoing revenue activity is anticipated but a project is otherwise ready for final billing, the final billing will be made and the project will be closed.

When such an expenditure or revenue arises, the affected project control office, fiscal office, and project managers will be notified. An active project with the same participating billing rate will be identified to absorb the expenditure or revenue. Funding levels of the active project will be amended if needed, and appropriate notations will be made in project files. The expenditure or revenue will then be posted to the active project.

These AKSAS program codes are used to identify this activity category:

¹ *Participating* refers to expenditures that are eligible for federal reimbursement. These expenditures are posted to a ledger code ending in "2."

STATE OF ALASKA

Department of Transportation and Public Facilities
POLICY AND PROCEDURE MANUAL

Policy and Procedure 06.01.001
Expenditure and Revenue Activity Occurring
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57920 – for preliminary engineering/ design activity
57930 – for right-of-way activity
57940 – for construction activity
57970 – for utility activity in phase 7
57890 – for planning activity

AUTHORITY

AS 44.17.030
49 CFR 18.31

IMPLEMENTATION RESPONSIBILITY

Appropriate finance staff, headquarters CIP management staff, project control staff, and project managers

DISTRIBUTION

All department employees via the DOT&PF website